

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

February 29, 2000

**FROM: MANUEL AHUERO**, Director  
Real Estate Services Department

**SUBJECT: REQUEST FOR PROPOSAL FOR THE LEASE OF A BUILDING FOR JOBS  
AND EMPLOYMENT SERVICES DEPARTMENT (JESD) FOR THE VICTOR  
VALLEY AREA**

**RECOMMENDATION:** Authorize the Director of Real Estate Services Department (RESD) to issue the Request for Proposal (RFP) for the lease of approximately 15,000 square foot building to house JESD for the Victor Valley area.

**BACKGROUND INFORMATION:** JESD administers the job placement portion of the California Work Opportunity and Responsibility to Kids (CalWORKS) program for the County welfare reform legislation and places minimum work participation requirements on the states and also provides increased funding to job placement programs. The increased number of welfare recipients required to participate in the CalWORKS program has necessitated an increase in staff and training facilities to implement the programs. JESD currently provides services to the Hesperia area from a 9,554 square foot building at 15400 Cholame Road in Victorville. Because of the growth of the department's programs and the programmatic need for JESD to be located in close proximity to the Hesperia Transitional Assistance Department Office, Human Services System (HSS) requested RESD to request proposals for approximately 15,000 square foot existing or build-to-suit building for JESD.

Criteria to be considered include location, public accessibility, price, length of term and other common real estate requirements consistent with County Policy 08-17. The sample contract included in the RFP package includes language that allows the County to terminate an agreement.

**REVIEW BY OTHERS:** This agenda item has been reviewed by HSS Administration, Risk Management and approved as to legal form by Chief Deputy County Counsel, Rex Hinesley on February 8, 2000.

**FINANCIAL IMPACT:** The monthly lease payments will be paid from the County Rents Budget (AAA-RNT-2905), and will be reimbursed from the HSS Budget (AAA-DPA-CNP).

**SUPERVISORIAL DISTRICT:** 1

**PRESENTER:** Manuel Ahuero

**MDC:** 7-2310

**bas:** 7-2792

Record of Action of the Board of Supervisors